



LIBRARY COMMISSION MINUTES

Regular Meeting of Monday, January 8, 2002
Los Altos Main Library
13 South San Antonio Road, Los Altos, California 94022

ROLE CALL:

Chair Julie Iskow called the meeting to order at 5:32 p.m.

Present: Chairperson Iskow, Commissioners, Harrison-Brown, Lopez, Takle Quinn, and Thurber.

Also Present: Los Altos Community Librarian Cheryl Houts, County Librarian Susan Fuller, Friends of the Library President Mary Lou Ferguson and City of Los Altos Liaison Donna Legge. Various Los Altos High School students were present to observe and participate as a school project.

Absent: Commissioners Busetti and Lamparter

Approval of Minutes:

The minutes of November 19, 2001 were moved and seconded by Thurber/Lopez with the following addition. New Business Report #2, Page 3 - The Library Commission unanimously carried a motion to reappoint Roy Lave as the liaison to the North County Library Authority.

The minutes of December 4, 2001 were moved and seconded by Thurber/Lopez with the following corrections. Report #2, Page 2 - replace "parcel tax" with "property tax." Ongoing Business Report #4, Page 3 – add "with a tax exempt foundation. The funds have been transferred."

Public Comment:

There was no public comment presented to the Commission.

Reports:

1. **Cheryl Houts, Los Altos Community Librarian**

Cheryl distributed the monthly public suggestions and comments. She reported self-checkout systems in different languages were installed at the Los Altos Library (3) and Woodland Library (1).

Cheryl announced that while the parking lot lights were being worked on, more trees needed to be trimmed to assist in improving light levels. It was recommended that the Commission check the lighting at the next meeting scheduled in January.

Cheryl reported that Alanna Jones has been hired as the new program children's librarian. She also shared upcoming library events including a birthday celebration for Curious George on January 17. Cheryl shared the gift report and announced that the Friends of the Library has purchased the "zooscapes" sculpture on behalf of the library.

The endowment check in the amount of \$21,000 is being presented to the JPA for acceptance.

2. Susan Fuller, County Librarian

Susan announced that the JPA was meeting on January 24 and will be discussing the renewal of the assessment plans and the hiring of a consultant. She reported that Jackie Speier was heading up a petition drive to forward to the governor. She will plan to bring at the Vision Literacy video to share with the Commission at the next meeting.

3. Mary Lou Ferguson, Friends of the Library

Mary Lou announced that the Friends of the Library had a general meeting on January 3. She reported that the committee was looking for ideas to fund ongoing and special projects such as shelves in the storage room. New LALE members were announced. The next book sale will be held on January 18, 19 and 20, 2002.

NEW BUSINESS

No report.

ONGOING BUSINESS

1. Community Input Survey/Focus Groups

No report.

2. Parking, Traffic Flow, Lights

- a. **One Minute Parking** – Legge reported that the police department was enforcing the one-minute parking in front of the library.
- b. **Book-Drop, Compact Parking and Lighting** – Legge explained that staff reports need to be prepared by City staff on behalf of the Library Commission to be considered by City Council. It was recommended that the public works department for input review the internal book-drop project. The staff report must define the project clearly and provide a scope of work. The second report shall

request that the city re-stripe the parking spaces located in front of the library. A motion was carried unanimously to assist staff in preparing the reports, Liskow/Lopez.

- c. **Sign Lights** – Legge announced that the City was getting estimates on providing light at the main library sign.

3. Publicity for Library Activities

Commissioner Lopez suggested that the library could be involved with the business Expo and a festival in July. The commission unanimously carried a motion to appoint Commissioners Lopez and Thurber as co-chairs to further work on publicity ideas for the library. Iskow/Harrison-Brown.

PUBLIC COMMENT

No public comment.

COMMISSION COMMENT

No Commission comments.

FUTURE AGENDA ITEMS

OTHER ITEMS

ADJOURNMENT

Meeting was adjourned at 6:25 p.m.

Respectfully submitted by
Donna Legge, City of Los Altos Recreation Supervisor
Liaison to the Library Commission